

**REQUEST FOR AUTHORITY:
TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

RG:51

LEAVE BLANK	
DATE RECEIVED DEC 16 1975	JOB NO NC1-51-76-16
NOTIFICATION TO AGENCY	
<p>In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "with-drawn" in column 10</p>	
Date 1-22-76	<i>James B. Rhoads</i> Archivist of the United States

TO: **GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, D.C. 20408**

- 1. FROM (AGENCY OR ESTABLISHMENT)
Executive Office of the President
- 2. MAJOR SUBDIVISION
Office of Management and Budget
- 3. MINOR SUBDIVISION
Office of the Director - Records Section
- 4. NAME OF PERSON WITH WHOM TO CONFER
Nell Doering/Charles Howton
- 5. TEL. EXT. Code
103 ext.3914
- 6. CERTIFICATE OF AGENCY REPRESENTATIVE:

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records, that the records proposed for disposal in this Request of - 6 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified

December 12, 1975 *Melvin Margerum* **Record Officer**
(Date) (Signature of Agency Representative) (Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<p>See attached Record Schedule: Record Schedule for the office of the Special Assistant to the Deputy Director for Federal Drug Management, Office of Management and Budget</p>	<i>1 w/f/fgt</i>	

Copy to Agency 1-30-76

9 items